

**MOUNT PENN BOROUGH MUNICIPAL AUTHORITY**

**MINUTES**

**REGULAR MEETING**

**MAY 10, 2023**

The regular meeting of the Mount Penn Borough Municipal Authority was held on Wednesday, May 10, 2023 at 7:00 p.m. in the meeting room of the John A. Becker Municipal Building, 200 North 25<sup>th</sup> Street, Reading, PA 19606.

An Executive Session was held on Thursday, April 20, 2023 to discuss personnel.

The meeting was called to order by Chairman Thomas Staron. The following Board members were present:

Joseph Boyle, Vice Chairman  
Alfred Worrall, Treasurer  
Kelly Dudash, Assistant Treasurer  
Josh Nowotarski, Secretary

Also present were the following:

Christeena Hauck, Office Manager  
Matthew Hauck, Superintendent  
Stephen Davis, Senior Support Specialist  
Teresa Dietrich, Support Specialist  
Steve Riley, Entech Engineering-arrived later  
Mark Merolla, Solicitor

**AUDIENCE PARTICIPATION-** None.

Mr. Chip Haws of Bartey Snyder, on behalf of Berks Homes and the developer, addressed the board regarding 2000 Perkiomen LLC. Matt Hauck explained with the 50 home development about to begin, having a meter pit would alleviate the hardship of leak searching within the complex. It would also hold the HOA responsible for the water used if there were a leak. Each home would still have their own individual meter. Mr. Haws asked if the Board would consider sharing the cost of the meter pit installation for the development. The cost could be close to \$38,000.00. After discussion, it was determined Mr. Haws will submit the specifications to Steve Riley and Matt Hauck.

Al Worrall motioned, seconded by Joe Boyle to approve the minutes of the April 12, 2023 meeting, with the following correction: Source Water- the ARPA Grant extension request was granted until December of 2024. The motion carried unanimously.

Al Worrall thanked Steve Davis for 17 years of service to the Municipal Authority and wished him well in his retirement.

**TREASURER**- Alfred Worrall

The bills for the month of April were reviewed. Following discussion, motioned by Joe Boyle, seconded by Josh Nowotarski to approve the April Treasurer's Report. The motion carried unanimously.

Mr. Boyle asked for an Executive Session at 7:27 p.m. to discuss Personnel. Regular Session resumed at 7:41 p.m. The following action was taken:

Mr. Boyle made the motion to increase Mathew Hauck and Matthew Hiezmann's salary by \$5.00 per hour and Christeena Hauck's \$2.00 per hour effective immediately, seconded by Josh Nowotarski. The motion carried unanimously.

**ENGINEER**- Steven Riley

Approval of Change Order #1 in the amount of -\$44,295.50 (credit) and Application for Payment # 1 in the amount of \$23,904.50 to Barasso Excavation Inc for the Spook Lane Storm Water Repairs. Motioned by Josh Nowotarski, seconded by Al Worrall. Motion carried unanimously.

Approval of Application for Payment #1 in the amount of \$32,596.20 to A.N. Lynch for the generator project. This included payment for stored materials, which S. Riley confirmed adequate documentation and insurance certificate were provided. Motioned by Josh Nowotarski, seconded by Kelly Dudash. The motion carried unanimously.

Six bids were received for the Emerald Ave. water main replacement. The lowest bidder was KBC. References were checked. After discussion, Josh Nowotarski made the motion to award the bid of 344,655.00 for the Emerald Ave. water main replacement to KBC, seconded by Al Worrall. All were in favor.

The new Spook Lane Tank design continues on storm water management and land development.

Waiting for documentation to support the \$16,900.00 for Perkiomen Ave PennDOT project.

PA Dept of Environmental Protection has issued maximum contaminate limits on PFOA and PFAS. Beginning in January of 2024 quarterly sampling will be required at each well. Matt will begin to take samples now. Each sample will cost about \$686.00 to test.

**WATER SYSTEM** –Matthew Hauck

Motion made by Josh Nowotarski, seconded by Joe Boyle to accept the Levan Machine and Truck Equipment quote for \$54,759.00 for the truck bed for the 2023 Ford F350. The motion carried unanimously.

COMPLETE MAINTENANCE REPORT ATTACHED

**SOLICITOR-** Mark Merolla

A Public Utility Commission penalty notice was received for the mistakes Directional Boring made in St Lawrence. Each penalty will be \$500.00 total of \$1,000.00. Motion by Josh Nowotarski, seconded Joe Boyle to pay the penalty. The motion carried unanimously.

Joe Boyle made the motion to approve the 4/17/23 hiring of Sebastian Unger and the 5/1/23 hiring of Teresa Dietrich, seconded by Kelly Dudash. All were in favor.

Motioned by Joe Boyle, seconded by Josh Nowotarski to approve the revisions to the Employee Handbook. The probationary period for health, dental and vision insurance shall now be effective immediately.

**BUSINESS OFFICE-** Christeena Hauck

Christeena Hauck reported the past due notices have been mailed.

Lynx will be in to perform the email conversion on Tuesday, May 23, 2023.

A new water filter system water cooler will be purchased for Borough Hall.

Teresa and Christeena will attend a Casselle class on May 18, 2023 at Dallas Data.

**SOURCE WATER PROTECTION-**

Joe Boyle reported he is preparing the Growing Greener Grant for submittal by June 23, 2023.

**BOROUGH OF MT. PENN-**

Josh Nowotarski reported the Borough Office in now fully staffed.

**ANTIETAM VALLEY MUNICIPAL AUTHORITY (AVMA)-**

No Report.

**UNFINISHED BUSINESS-**

No Report.

**NEW BUSINESS-**

Mike Frankhouser offered to make repairs to the fence on Hill Road. More detail will be discussed at the next meeting.

Motion was made by Joe Boyle, seconded by Kelly Dudash, to adjourn the meeting at 8:30 p.m.

The next meeting will be held on Wednesday, June 14, 2023 at 7:00 p.m.

Respectfully submitted,

*Christeena Hauck*  
Christeena Hauck  
Business Office Manager